

cat 4-7123

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DD/S 59-3951

DD/P 4-8161

9 September 1959

**MEMORANDUM FOR: Deputy Director (Support)**

**SUBJECT : Review of Administrative and Support Procedures**

**REFERENCES : A. Memorandum for DD/P, dated 31 August 1959, from DD/S, same general subject, specific subject "Approval of Luxury-type Vehicles for CS Overseas Activities."**

**B. Memorandum for DD/P, dated 8 September 1959, from DD/S, same general subject, specific subject "Currency Conversions."**

1. I have read both the referenced changes in procedures and I concur in them most wholeheartedly.

2. May I say that I am delighted at the action you have taken in setting up an informal committee to review existing procedures. I gather they are performing this task in a fairly informal manner which seems to me much more likely to produce results than a cumbersome hearings procedure. Please let me know if there is anything we can do from this component of the Agency to help them. If we have any suggestions as to specific procedures the committee might consider, I will feel free to forward them to you.

(signed)  
Richard M. Bissell, Jr.  
Deputy Director  
(Plans)

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Distribution:

1 approach to Member of the Support Procedures Committee